

☐ UNCLASSIFIED☐ INTERNAL USE ONLY☐ CONFIDENTIAL☐ SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

C/DECD

EXTENSION

NO.

DATE

FEB 10

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

C/FEB

2.

3.

PHIL: SMALLER AND LARGER DRAWING (WHICH IS IN THE MANILLA) ENVELOPE ARE NOT CONSISTENT WITH EACH OTHER IN TERMS OF MAGNITUDE OF THE EXPANSION OF

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

OFFICE SPACE REQUIRED. REQUESTING LETTER REQUESTS A&E STUDY. WHY NOT GO RIGHT INTO A&E DESIGN? PLEASE PREPARE SCOPE OF WORK WITH O/C INPUT AND SELECT AN A&E. LETTER INFERS BOTH DESIGN AND CONSTRUCTION. MEMO IS IN THE FY-78 BUDGET. LETTER INFERS DESIGN APPROVED FY-78 BUT CONSTRUCTION MUST YET BE APPROVED IN FY-78 BY DIRECTOR. PLEASE ALSO MOVE AHEAD ON ISSUING CONTRACT FOR A&E ASAP.

STATINTL